

REGULAR COUNCIL MEETING JULY 13, 2010

The regular meeting of the Council of the Town of Altavista was held in the Council Chambers of the Municipal Building, 510 Seventh Street on July 13, 2010 at 7:00 p.m.

1. Mayor Burgess called the meeting to order and presided.

Mayor Burgess called for a moment of silence in remembrance of Mr. Leonard Coleman in his passing. Mr. Coleman was a resident of the Town of Altavista and former Council member.

2. Mr. Morgan Allen, Treasurer, gave the invocation.

Council members
present:

Mr. J.R. Burgess
Mr. Ronald Coleman
Mrs. Beverley Dalton
Mr. Bill Ferguson
Mr. Michael Mattox
Mrs. Rayetta Webb

Council members
absent:

Mr. Jay Higginbotham

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. W. Morgan Allen, Jr., Treasurer
Mr. Dan Witt, Assistant to Town Manager
Chief Clay Hamilton, Police Department
Deputy Chief Kenneth Walsh, Police Department
Mr. John Tomlin, Public Works Director
Mr. John Eller, Town Attorney
Mrs. Mary Hall, Administration

3. Mayor Burgess asked if there were any questions regarding the agenda.

A motion was made by Mrs. Webb, seconded by Mr. Coleman, to approve the agenda.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

4. Mayor Burgess asked if there were any questions regarding the minutes of the June 8, 2010 regular meeting.

A motion was made by Mr. Mattox, seconded by Mr. Ferguson, that the minutes of the June 8, 2010 regular meeting be approved as presented.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

5. Mayor Burgess presented the invoices for the month of June and asked if there were any questions regarding the invoices.

6. Public Comments

Mayor Burgess asked if anyone would like to speak to Council not listed on the agenda.

Mrs. Jo Kelley, Altavista On Track Executive Director, came forward and advised Council the Town has received Main Street accreditation for 2010.

7. Special Items or Recognition

Mr. Coggsdale congratulated Lt. Kenny Moorefield for five years of service with the Altavista Police Department and welcomed Mr. James Goggins to the Altavista Police Department as of July 1, 2010. Mr. Goggins will be attending the Central Virginia Criminal Justice Academy. Mr. Robert Williamson has resigned from the Water Treatment Plant.

8. Committees

a. Finance Committee

i. Building Improvement Program (BIP)

Mr. Coleman advised the Finance Committee was updated on the Building Improvement Program. The portion of the program that dealt with properties outside of the Central Business District has allocated all of its funds. At this time, two of the businesses have not completed their projects. The BIP guidelines indicated that projects were to be completed within 12 months of issuance of the grant.

- The first project has received a partial payment for work completed and material has been on back order. The remaining grant funds total \$3,323.75 for this project. The grant was issued on August 27, 2009.
- The second project only received a 25% grant rather than the normal 50% due to the fact that this was all the funding remaining in the program. This grant totals \$1,607.05 and the grant was issued on January 27, 2010.

Staff requests these two projects be given the full twelve months per the guidelines to complete their work. The total funding allocated but not used in FY2010 was \$4,930.80.

A motion was made by Mr. Coleman, seconded by Mr. Mattox, to allow these two projects be given the full twelve months to complete their projects. The \$4,930.80 will carry over into the FY2011 budget.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

Mr. Coleman also mentioned to Council the CIP Update is available in their packets.

ii. Uncle Billy’s Day Steering Committee Report

Mrs. Webb advised the Uncle Billy’s Day Steering Committee met and conducted a post event wrap up session. Mrs. Webb advised the meeting went very well. In addition to the \$20,000 seed money, \$11,657.39 was spent on various other expenses. Mrs. Webb asked Chief Hamilton to update Council on his thoughts of the festival.

Chief Hamilton felt everything went well stating three arrests were made during the festival (two drunk in public and one for disorderly conduct).

Mrs. Webb mentioned all organizations involved with the planning of the festivities were pleased with the results. This year marked the last year the Altavista Fire Company will be coordinating the event and their efforts for the past five years have been greatly appreciated. Next year the Altavista Area Chamber of Commerce will assume the coordination role. Mrs. Webb thanked all on the Advisory Committee for their efforts.

9. Unfinished Business

a. Streetscape Project

Mr. Coggsdale advised at last month’s Town Council meeting, Council decided to remove the large willow oak located in front of Edward Jones, Inc. Mr. Ferguson was requested to discuss the removal of the tree in front of the Altavista Presbyterian Church with the appropriate individuals and report back at this month’s meeting.

Mr. Ferguson advised he discussed the issue with the Property Committee at Altavista Presbyterian Church and they are okay with removing the tree.

A motion was made by Mr. Ferguson, seconded by Mrs. Webb, to remove the willow oak tree located in front of the Altavista Presbyterian Church.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

10. New Business

a. Magic Midway Shows Request

Mr. Coggsdale advised a request from Magic Midway Shows, Inc. to conduct a carnival at English Park on July 20 – 25th has been received. The letter indicates that St. Jude’s Children’s Hospital would be the sponsor, although the owner has not produced a requested letter from St. Jude’s. The owner is also requesting all permit and licensing fees be waived.

Mr. Coggsdale mentioned the area that was utilized for the carnival associated with Uncle Billy’s Day is not available (Senior Softball Field). The grass areas at English Park should only be utilized occasionally. Repetitive use may damage the field’s playing service, especially during this dry season. Mr. Coggsdale also reminded Council in the past they have requested these events be sponsored.

Mayor Burgess felt this was not something that should be started without local sponsorship. The June carnival was approved in coordination with the Uncle Billy’s Day festivities.

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, to deny the request of Magic Midway Shows.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

b. Public Hearing-Upper Story Housing

Mr. Coggsdale requested a public hearing be scheduled for the August 10th, 2010 Town Council Meeting for Upper Story Housing. The Planning Commission held their public hearing on July 6th, 2010.

A motion was made by Mr. Coleman, seconded by Mrs. Dalton, to schedule a public hearing for August 10th, 2010 to receive public comment on the Upper Story Housing project.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

11. Town Manager’s Report

a. Project Updates

VDOT Enhancement Project and Downtown Utility Replacement Project

Progress Meeting conducted on June 30, 2010.
Sanitary Sewer, Water and Storm Sewer are essentially complete from English Alley to the top of Broad Street (library)
Curbing and sidewalk are being installed.
The contractor that will be installing the brick pavers in the sidewalk areas will begin the week of July 12th.
Milling and paving are scheduled to begin the first week of August.
Town was notified that it received an additional grant in the amount of \$411,000.

Community Development Block Grant

Façade Improvements (Ongoing)
Streetscape (Gateway Park)
 Notice to Proceed issued – Work to begin on July 12th.
 Substantial Completion within 60 calendar days (Sept. 9th)
 Final Completion within 90 calendar days (Oct. 9th)
Upper Story Housing
 Nine units are being considered for this project, which is the project goal.
Marketing
 Way finding signage project is underway.

Water Plant Filter Media Replacement Project

Filter #5 is nearing completion (3rd of 5 to be rehabbed)

The next filter will be rehabbed once Filter #5 has been tested and put back in service.

Each filter is estimated to take approximately 22 – 25 days. This includes 5 – 7 days for painting and curing of the paint.

Substantial completion within 180 calendar days and will be completed and ready for final payment within 210 calendar days.

Substantial completion date is August 27, 2010.

WWTP PCB – Emergency Overflow Pond

Virginia DEQ reviewing the letter submitted by the Town.

Discussions with Congressman Periello's office about possible funding sources.

River Road Power Line project

Agreement signed.

Project being scheduled.

Land Purchase – former A.O. Smith property

Phase II Environmental Assessment has been conducted.

Test results should be received in the next week or two.

Transit System

Staff will be meeting with DPRT officials this week to discuss organization of the operation.

Buses will be ordered in July.

Need to decide on colors and logo/name of the system.

Gateway Corridor Signs

Signs on Bedford Avenue and Main Street were installed.

War Memorial Park Railing Project

Contract signed with Evington Iron Works with work to be completed by July 16th.

Public Works has formed up the steps and will be completing prior to tournament.

Staunton Memorial Library Roof Project

Request for Proposal has been drafted and is being reviewed by staff and legal counsel.

Next step will be to issue the RFP and seek proposals from contractors.

15th/School Street Park Improvements

Timeline and Project Schedule are being developed.

Request for Proposal is being drafted.

Time frame for completion is pre-November.

Mr. Ferguson referred to the cleaning of the bank on Bedford Avenue and commended the Public Works Department for a job well done.

Mr. Mattox also commended the Public Works Department for repairing a water main break in Lakewood in a timely manner and thanked the Police Department for working with the businesses in Town to make the Town a nice place to conduct business.

b. Reports

- i. Departmental
- ii. Other

c. Other Items as Necessary

Mr. Coggsdale advised the resident, Mr. Blankenship, who addressed Council at last month’s meeting, has settled his claim with CenturyLink.

d. Informational Items

Comcast Customer Bill Changes
VDOT Enhancement Funding Notice
Senator Warner's representative to visit
Uranium Mining Subcommittee Letter
VML Conference Registration Forms

12. Matters from Town Council Members

Mr. Mattox suggested Council ask the Virginia General Assembly to pass a resolution in appreciation of the good works done by Mr. Leonard Coleman, a former Council Member, who recently passed away.

A motion was made by Mr. Mattox, seconded by Mrs. Webb, to request the Virginia General Assembly pass a resolution recognizing Mr. Leonard Coleman’s good works for the community.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

A work session was scheduled for August 24th, 2010 at 6:00 p.m.

Mr. Coggsdale advised the NABF World Series will be hosted in the Town with opening ceremonies being conducted on July 21, 2010.

Mr. Coggsdale mentioned the Finance Committee has discussed ways to help promote the Downtown project. One suggestion was to place a quarter page advertisement bi-monthly in the *Altavista Journal* reminding folks to shop downtown and include availability of buildings. Mr. Coggsdale stated this would entail four or five advertisements at a cost of approximately \$1,000.

A motion was made by Mr. Mattox, seconded by Mrs. Webb, to run four or five quarter page advertisements in the *Altavista Journal* at a cost not to exceed \$1,200.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

13. Closed Session

A motion was made by Mrs. Webb, seconded by Mr. Mattox that the Altavista Town Council convene in closed session in accordance with the provisions set out in the *Code of Virginia*, 1950, as amended,

Section 2.2-3711 (A)(1) regarding discussion, of the annual performance evaluation of the Town Manager.

Section 2.2-3711 (A)(5) regarding discussion concerning a prospective business or industry or the expansion of an existing industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

Council went into closed session at 7:38 P.M.

Notice was given that council was back in regular session 8:13 P.M.

FOLLOWING CLOSED SESSION:

A motion was made by Mrs. Webb, seconded by Mrs. Dalton, to adopt the certification of a closed meeting.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the town council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the town council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the town council.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Bill Ferguson	Yes
	Mr. Mike Mattox	Yes
	Mrs. Rayetta Webb	Yes

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Mayor Burgess asked if there was anything else to bring before Council.

The meeting was adjourned at 8:14 p.m.

J. R. Burgess, Mayor

W. Morgan Allen, Jr., Clerk